

What is Zoning?

Zoning is the basic means of land use regulations. It ensures that land is used in a manner that which best serves the health and safety of the entire community. Zoning separates land uses which are incompatible with each other. It does this by limiting industrial, commercial, and residential development to specific areas or zones.

Zoning also regulates the intensity of such uses with additional development standards and supplementary regulations. These regulations control intensities such as setbacks for structures from property lines, density, and height of a structure.

A full explanation of all zones, land uses, and development standards can be found in the Brunswick County Zoning Ordinance.

What is a Rezoning?

A **REZONING** is required when a property owner proposes to use his/her land for purposes other than permitted by the current zoning classification. Rezoning requests are reviewed for recommendation by the Planning Department Staff and Planning Board and forwarded to the Board of Commissioners for the final determination.

All rezonings should be consistent with the Brunswick County CAMA Land Use Plan, unless the applicant can demonstrate a change in the character of an area that warrants a departure from the Plan.

**Contact the Planning Department
by Calling (910) 253-2025
or (800) 621-0609**

THE REZONING PROCESS

Schedule a Meeting

Schedule a meeting with a Planning Department Staff Member to advise you regarding the rezoning process, provide materials needed for submission, detail the fees involved, and answer any questions.

Schedule the meeting by contacting the Brunswick County Planning Department

Information Needed:

- ✓ Address of Property
- ✓ Owner's Name
- ✓ Tax Parcel ID Number of property *(available from the Tax Office on Tax Statement or Deed)*
- ✓ Proposed Land Use Desired

After a specific request is determined then a formal rezoning application must be submitted to the Planning Department.

Submit a Rezoning Application

A formal application must be submitted to the Planning Department at least 30 days prior to the Planning Board Meeting and must include the following information:

1. **A complete rezoning application**
(can be obtained by contacting the Planning Department or on the web at www.brunscosco.net [Go to Planning Department webpage])
2. **15 folded copies of the preliminary plans, plats etc.**
3. **Filing fee: \$125.00**

Staff Review

After submittal a staff member will review the application to ensure the application is complete.

A date will then be scheduled on the next AVAILABLE agenda for the rezoning application to go before the Planning Board for the public hearing.

Before the case is heard by the Planning Board, a staff review of the application is completed in conjunction with various other County and State agencies. Planning Staff prepares an analysis and recommendation.

Public Participation

Anyone interested in a particular rezoning request may call the Planning Department to address their questions and concerns. Public Notices detailing the request, including the time, date and place of the Planning Board Meeting, are sent to all adjacent property owners and posted on the property.

Planning Board Hearing

At the Planning Board meeting, the Planning Department Staff will present the case. The property owner or his/her agent, must be present at the meeting to explain plans for the property.

Area property owners and other interested parties present are allowed to speak before the Planning Board.

Following discussion and review of the case, the Planning Board will decide upon a recommendation to the Board of Commissioners. The Planning Board may recommend the request be approved as submitted, approved with conditions, denied, or deferred to a later meeting.

Board of Commissioners

Following the Planning Board action, rezoning requests are considered by the Board of Commissioners.

The procedure for the Board of Commissioners Meeting begins by having a first reading. This allows the Board of Commissioners to schedule a date for a second reading that includes the public hearing. Notification of the public hearing will be advertised in local papers and public notices will be sent again to all adjacent property owners.

At a regular scheduled meeting the Board of Commissioners will move for final action on the request. The request may be approved as submitted, approved with conditions, denied, or deferred to a later meeting.

What Happens Next?

If the request is approved, the property owner may proceed with development plans, taking into consideration any supplementary conditions which may have been imposed by the Board and ensuring that all proposed development meet normal site plan and building plan review prior to the start of construction.

For information on these processes, contact the Planning Department (910/253-2025) and the Building Inspection Department (910/253-2050)

If the rezoning is not approved, the Board of Commissioners must wait one year to act on a request on the same parcel of land unless there has been a substantial change as outlined in Section 3.6 of the Zoning Ordinance

Commonly Asked Questions?

What is my zoning classification?

If you wish to determine how your property is zoned, you may go on the web at www.brunasco.net (click on GIS Online) or call the Planning Department at 910/253-2025 or 800/621-0609. For the most efficient service please have your parcel ID number ready.

Will my neighbors be notified of my rezoning request?

All property owners adjacent to the proposed rezoning request are sent notices via US Mail.

Will the public have a chance to comment on the proposed rezoning request?

The Rezoning Process consists of several public hearings that invite the community to give input. If they feel adversely affected by the proposed rezoning request, they can voice their concerns at the public hearings.

Can I be guaranteed approval?

Zoning is a public process that invites input from any interested party therefore the outcome cannot be guaranteed. Adjacent property owners or tenants may object to the proposed rezoning.

Are my application fees refundable?

Application fees are not refundable.

How long does the Process take?

The rezoning process takes a minimum of 3 months. This assumes that the case is scheduled immediately on the next Planning Board Agenda and the Planning Board/Board of Commissioners do not table the case.

Due to growth-related activity, final scheduling will be made after the request is submitted

How long does the rezoning remain in effect?

The rezoning takes effect once it is approved by the Board of Commissioners, and will remain in effect until the Board of Commissioners change it.

Central Permitting: (910) 253-2055
(800) 621-0609
Fax (910) 253-2024

Environmental Health: (910) 253-2250
Toll Free (888) 428-4429

Building Inspections: (910) 253-2050
(800) 822-5986

Utilities-Customer Service: (910) 253-2655
(888) 428-4426

Geographic Information Systems: (910) 253-2390
(800) 822-1526

Engineering: (910) 253-2500

Fire Marshal: (910) 253-4376

Register of Deeds: (910) 253-2690

N.C. Department of Transportation: (910) 754-6527

N.C. Department of Land Resources: (910)796-7215

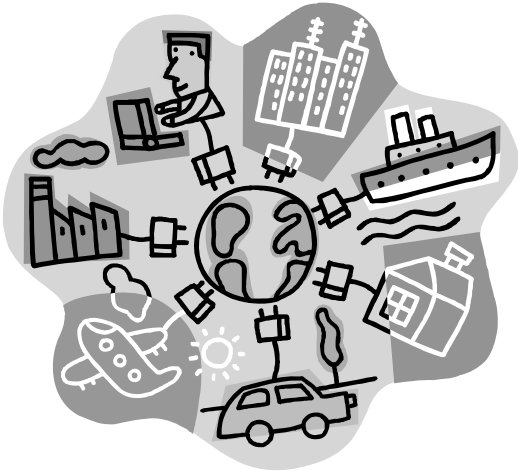


**BRUNSWICK COUNTY
PLANNING DEPARTMENT HOURS:**

MONDAY - FRIDAY	8:30 AM - 5:00 PM
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**BRUNSWICK COUNTY
PLANNING DEPARTMENT
P.O. Box 249
BOLIVIA, NC 28422
(910) 253-2025
(800) 621-0609
FAX (910) 253-2437**

**REQUESTING
A
REZONING**



Last Revised: September 29, 2005

**FREQUENTLY CALLED
PHONE NUMBERS**